

# Compliance Component Instructions

Version 1.1

## Overview

Compliance Components include standards and legislative mandates. A Compliance Component template is provided to ensure consistent documentation of each Compliance Component.

Important items to keep in mind when determining the various Compliance Components to document:

- Information captured must be maintainable.
- Overly generic Compliance Components are difficult to enforce.
- Verbose compliance documentation is difficult to understand.
- Utilize standards created in the various standards groups or industry providers.

Definition	
Name	<i>Determine an appropriately descriptive name for the Compliance Component.</i>
Description	<i>Supply a description of the Compliance Component in a paragraph or two that provides sufficient clarity about the Compliance Component and what it covers.</i>
Type	<i>Include the type of compliance component request, either: (1) A request for variance from enterprise-wide architecture standards (VARIANCE); (2) A request to modify an existing enterprise-wide architecture standard (MODIFY STANDARD); or (3) both (BOTH).</i>
Scope	<i>Provide a specification of when this compliance component is relevant.</i>
Rationale	<i>Provide a paragraph or two containing the reason or basis for inclusion of this Compliance Component in the architecture blueprint.</i>
Benefits	<i>Provide a paragraph or bulleted statements that supply the benefits associated with the Compliance Component.</i>
Component Classification	
Classification	<div><input type="checkbox"/> Emerging      <input type="checkbox"/> Current      <input type="checkbox"/> Twilight      <input type="checkbox"/> Sunset</div> <p><u>Emerging</u>: New technology that has the potential to become current.</p> <p><u>Current</u>: Recommended technology that meets the requirements of the enterprise architecture.</p> <p><u>Twilight</u>: Items that do not conform to the Technology Drivers and/or Business Drivers.</p> <p><u>Sunset</u>: Items that do not conform to the Technology Drivers and/or Business Drivers and have a set discontinuation date.</p>
Sunset Date	<i>Document the date for discontinuation of the Compliance Component.</i>
Rationale for Classification	<i>Provide a rationale statement for the chosen classification based on the review of:</i> <ul style="list-style-type: none"><li>▪ Technology Architecture Blueprint Conformance</li><li>▪ Business Functionality Fit</li><li>▪ Technical Fit</li><li>▪ Operational Fit</li><li>▪ Vendor Evaluation</li></ul>

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	▪ <i>Cost of Ownership</i>
<b>Associated Technology Architecture Blueprint Level</b>	
	<i>Provide the Federal Enterprise Architecture (FEA) framework classification for this Compliance Component. Compliance Component is classified either using the Technical Reference Model (TRM).</i>
Service Area	
Service Category	
Service Standard	
<b>Keywords</b>	
Keywords/Aliases	<i>Include keywords/nomenclature commonly associated with the component that can be used to assist in searching for these Compliance Components.</i>
<b>Compliance Component Type</b>	
Component Type	<input type="checkbox"/> Guideline <input type="checkbox"/> Standard <input type="checkbox"/> Legislation <i><u>Guideline</u> – General statements of direction or desired future state for this level of the architecture blueprint (e.g. level classified within the reference model). These will not be mandated.</i> <i><u>Standard</u> – Specific protocols, product or version standards. More than one standard may exist. Variance must be sought not to follow one of the standards that exist.</i> <i><u>Legislation</u> – Items required by law. Only a change in legislation will allow variances.</i>
<b>Compliance Detail</b>	
Statement	<i>Provide the compliance statement.</i>
Source Reference	<i>Provide source reference for the compliance statement. This will include any reference numbers used for standards and mandates. URLs to web page that contain the full standard or mandate would also be useful.</i>
Standards Organization	<i>List the standards organization that supplies the standard. Provide contact information for each organization, as well as URLs, if available.</i>